

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
MONDAY, JUNE 15, 2015**

The Regular Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Council Chambers of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, June 15, 2015. The meeting was called to order at 7:10 p.m.

PRAYER – The Prayer was given by Councilor Arnone.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

ROLL-CALL – Present were Councilors Arnone, Deni, Edgar, Hall, Kaupin, Lee, Mangini, Stokes and Szewczak. Councilors Bosco and Cekala were absent. Also present were Town Manager, Matthew Coppler; Assistant Town Manager, Derrik Kennedy; Town Clerk, Suzanne Olechnicki; Town Attorney, Kevin Deneen; Director of Social Services, Pamela Brown; Deputy Director of Public Works, Bill Taylor; Assistant Director of Public Works/Business Operations Manager, Rosalie Bouchard; Chief Technology Officer, Paul Russell; Coordinator Enfield Family Resource Center, Amy Morales; Director of Youth Services, Jeanne Haughey

FIRE EVACUATION ANNOUNCEMENT

Chairman Kaupin made the fire evacuation announcement.

MINUTES OF PRECEDING MEETINGS

MOTION #3171 by Councilor Mangini, seconded by Councilor Lee to accept the minutes of the June 1, 2015 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3171** adopted 9-0-0.

MOTION #3172 by Councilor Deni, seconded by Councilor Mangini to accept the minutes of the June 1, 2015 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3172** adopted 9-0-0.

SPECIAL GUESTS

There were no special guests this evening.

PUBLIC COMMUNICATIONS & PETITIONS

Jeannette Lamontagne, 64 South River Street

Thanked Councilor Lee, the Town Manager and Town staff for their help in getting a burnt structure torn down on South River Street.

Richard McTaggett, Enfield Tap, 112 Spring Street

Stated his hope the Town will provide funding to keep the police presence in Thompsonville. He feels this program makes a big difference in Thompsonville.

COUNCILOR COMMUNICATIONS & PETITIONS

Councilor Mangini congratulated Scott Kaupin, Joseph Fallon and Derek Meade as Paul Harris Rotarian award recipients. She also acknowledged Councilor Stokes for doing a phenomenal job with his introduction speech, which he gave on behalf of Scott Kaupin.

Councilor Mangini noted this school year ends in a few days, and she cautioned drivers to be aware of the safety of children out and about during the summer season.

Councilor Hall congratulated the recipients of the Paul Harris Rotarian award.

Councilor Hall addressed some of the issues that were brought up at the Board of Education meeting last Tuesday. She stated her belief the record should be set straight about a lot of misinformation at that meeting. She noted one of the Board of Education liaisons to the School Safety Committee did not attend one meeting in three years, and she found it interesting that this same person had a lot to say about the Security Committee. She noted there was another comment from another liaison that talked about a phasing out plan of the SSO's. She pointed out that was never a recommendation from the Committee itself. She pointed out there were two recommendations that came out of the committee, and those are as follows:

- To renew the SSO Program and to authorize staff to negotiate four of the MOU's
- To support the recommendations that were issued on the evaluation report from Michael Dorn

Councilman Hall stated at the Board of Education meeting it was repeatedly said by numerous Board members that there was no plan and no hardening done. She shared plans and hardening that was done as follows:

Completed Hardening Projects

- Laminated glass on all exterior doors of all buildings
- Each door was numbered for emergency response crews
- Panic buttons – stationary and on lanyards school-district wide
- Direct connect phones to EPD and the main office district wide
- Additional fencing at JFK, Parkman and Hazardville Memorial Schools

- Enhanced traffic studies at Hazardville Memorial and Parkman
- Bollards at JFK
- Improvements on campus-wide signage at JFK
- An entire card entry system, along with a camera system at JFK
- Visitor management system district-wide
- EPD upgraded visibility at school campuses district-wide
- Updated, upgraded and implemented security safety and security plans district wide
- Established school-specific safety committees district-wide
- Conducted 46 training sessions to date pertaining to upgraded S&S plans district-wide
- Completed safe school facilities analysis of the school campuses district-wide
- Conducted 23 crisis lockdown secure drills to date
- By the end of June, 2015, there will be a card key system with camera support district-wide for all major exterior doors
- There will be enhanced panic buttons consisting of emails, text messaging capabilities and direct population of the cameras outputted to the EPD center from the source schools
- There will be exterior cameras at all elementary schools and Head Start
- Upgraded locks on all large capacity rooms, i.e., multi-purpose rooms, cafeterias, gyms, etc. If not completed by June 30th, this will go into the hardening plans that will be done through the upcoming referendum.

Future Hardening Plans – Through the Referendum

- There will be reinforced vestibules district-wide with the exception of Fermi
- Some of the elementary schools will have offices relocated in order to better accommodate security
- Replacement of exterior doors where necessary district-wide
- Install and implement laminated glass to all the remaining doors and windows
- Replacement of interior door locks to accommodate rapid locking from inside of the room
- Replacing doors as needed district-wide
- Replacement of aging radio system district-wide
- Replacement of internal/external PA systems district-wide
- Install phones in each occupied room to facilitate teachers initial lockdowns district-wide
- Install flashing lights in each occupied room area to assist in visual notifications during a crisis (situations such as the PA not heard in all the areas of the school)
- Monthly security and safety updates to the Town Council and Board of Education
- Improved dialog with public groups and entities
- The relocation of some playgrounds due to the location to roads
- Install additional fencing
- Install wrought-iron fencing around utilities that currently offer footholds to gain access to roofs and various other areas of the buildings

- Install metal shielding around utility pipes to preclude access to roofs
- Various parking lot reconfigurations, especially at Enfield Street School, Hazardville Memorial and Stowe School
- Install more bollards to help protect the vulnerable building entrances
- Install campus wide signage district-wide
- Install campus light signage district-wide
- Emergency shut-offs for ventilation systems district-wide
- Establish security policy for after school activities
- There's on-going training of all the EPS staff, students, substitutes, Building & Grounds employees pertaining to safety and security practices
- Initiate Pre-K through Grade12 safety orientation
- Invest in continued training seminars – attendance of school safety committee members to stay abreast of advanced technologies and school safety trends
- Conduct yearly town-wide crisis drills incorporating EPS, Police, Fire, EMS and various town agencies

As concerns mental health, Councilor Hall stated part of the School Safety Committee was looking at all the aspects of school safety and a lot goes to the mental health capacity of everyone involved – staff, students and support staff. She noted this Committee looked at all of this. She listed security measures regarding mental health:

- Establish early detection positions to monitor social media sites for bullying, suicide, mental health issues, or homicidal tendencies which may impact staff or students or EPS.
- Develop programs to train age appropriate student population in the detection and awareness of mental illness
- Invest in the Safe School Climate Program, i.e., Rachel's Challenge, Suicide Prevention group. (The Town Council added four social services positions this year to overlap with school social service programs and to integrate with them)
- Random screenings at secondary schools
- Add auxiliary SSO's to secondary schools to cover students' entry doors during school drop offs

Councilor Hall stated the Committee also looked at bussing, and they talked about installing wireless camera systems in EPS school buses, randomly monitoring school bus stops and/or en route to the school.

She stated she has four pages of cost breakdowns relating to the hardening itself and what those costs were spent on. She noted she would be happy to share what the Town has spent on hardening. She stated this amounted to almost a half million dollars, which doesn't take into account all the work done by Town staff. She noted these numbers are actually low because Building & Grounds and Public Works did most of the work with various vendors. She stated if they were to add in any actual labor costs, the total figure would probably be closer to a million dollars worth of hardening.

Councilor Hall stated she finds it alarming when a group with the caliber of the Board of Education has some members making such sweeping and inaccurate statements about what goes on when it's such an important part of what has been done over the past few years in keeping students safe. She added she also finds it alarming when people treat this very casually and make ridiculous statements. She stated when committees such as the Safety Committee are put together, they try to incorporate experts in related fields, i.e., fire, police and a nationally known safety expert, however, inexperienced people are second-guessing the experts.

Councilor Hall concluded stating this Town Council took this project extremely seriously. She noted she has all the information, which are all facts and are all public record. She added the Board of Education had copies of all these facts and they knew exactly what had and had not been done. She stated there shouldn't be anyone making ridiculous statements such as those made at the last Board of Education meeting.

Councilor Stokes commended Councilor Hall for a calm presentation of the facts. He noted he watched the Board of Education meeting, and he found it insulting the way the Safety Committee and Town staff were talked about. He noted he was upset about the mistruths that were spoken, i.e., the Board didn't want to make a decision because they wanted a full report. He noted the Board had a full report for months. He stated when a person is appointed as a liaison to a serious committee, they should have someone fill in for them if they can't make it. He noted for a Board member to make fun of the Committee by saying they didn't do any business is questionable since that person never attended one meeting. Councilor Stokes stated he is the Chairman of the School Safety Committee, and he missed only one meeting because he was away on vacation. He concluded stating an elected official should stick to the truth. Councilor Stokes went on to state there are those on the school side that have worked well with the Safety Committee, but the last Board of Education meeting was a little disappointing. He noted the Board chose not to have School Security Officers, and the attitude of the Town Council was that they accept that vote, and they started having conversations with the Chief of Police about what is the next step. He noted it would have been good to keep the SSO's for at least one year until the referendum was passed and they could put the plan in motion.

Councilor Deni requested an update on Edmund, Cheryl and Stephen Drive regarding dry wells.

Councilor Mangini thanked Councilor Hall for presenting the facts clearly to the public. She noted she was embarrassed by the Board of Education meeting, and she did take it personally. She noted the Committee spent years building a very fine program, and it was ripped apart in a matter of minutes. She noted she's saddened to think that all the hard work put into this program by the Chief of Police, Public Safety, Building & Grounds, Social Services and whoever participated has crumbled to the ground. She stated she knows she did the right thing by supporting this program. She noted if a person doesn't have the right information or facts, they shouldn't release that to the public.

Councilor Szewczak stated she knows the School Security Committee did a fine job.

Councilor Szewczak questioned if there's any update concerning the tall grass at 12 Jefferson Street.

Councilor Lee questioned the status of the North Street project.

Councilor Lee stated there's a private/public partnership that was created a few months ago between CHFA and an organization called LISC, and this is a loan fund that's opened to development and pre-development projects for loans up to \$3 million dollars, and this is available for efforts being considered or undertaken within a half mile of any commuter rail station stop. He noted this is the Connecticut TOD fund. He stated there are rapid turnaround times. He stated more information can be found on the Town's website, and information is also available from the CHFA website. He encouraged anyone with an interest to look into this.

MOTION #3173 by Councilor Lee, seconded by Councilor Hall to suspend the rules to address under Miscellaneous Items 14 B1-B3, F, G, H, I, J, K, L, and M.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3173** adopted 9-0-0.

Chairman Kaupin congratulated the Parent Leadership graduates. He noted the graduates have done a lot of work for Loaves and Fishes.

He noted the Felician Adult Care Center recently celebrated their 25th anniversary.

Chairman Kaupin stated the first Food Truck Committee meeting was held June 11th, and they plan a follow up meeting on July 2nd. He noted Town staff is working on a resolution which will be on the Town Council's agenda July 6th to set up a public hearing in August.

He stated St. Adalbert's Church celebrated its 100th anniversary on Sunday afternoon.

Chairman Kaupin stated the Davita Dialysis Center will have a ribbon cutting on June 18th.

He noted the Allied Stars are having a 10K walk at Asnuntuck this Saturday starting at 10:00 a.m.

He stated all members of the Council and Board of Education have been invited to the KITE plan update focus group on Monday, June 22nd at 5:30 p.m. at the Village Center.

Chairman Kaupin stated high school graduations are scheduled for June 23rd at Fermi High School and Wednesday June 24th at Enfield High School at 7:00 p.m.

TOWN MANAGER REPORT & COMMUNICATIONS

Stated there wasn't anything line itemed in the budget for additional staffing for policing, but the Council is aware money has been set aside in the Thompsonville initiatives that they will be reallocating to overtime

Mr. Coppler stated the Town Council has within their packets information from the State of Connecticut concerning pavement marking. He noted they will not be doing rumble strips. He noted the markings under consideration relate to at grade crossings at railroads. He stated the State is asking if the Town would like a meeting regarding those pavement markings. It was the consensus of the Council that they would not need a meeting regarding pavement painting at railroad crossings.

Mr. Coppler stated DPW has been working on putting together a schedule for Edmund, Cheryl and Stephen Drives. He noted it's intended to do the work this summer.

He indicated he'd check into the blight issue on Jefferson Street.

As concerns the North Street project, Mr. Coppler noted he does not yet have a schedule, however, they are working on that.

Facility Condition Assessment

Project Manager, Chip Phillips, was present for this item.

Mr. Phillips updated the Council on the status of the facility condition assessment. He highlighted the following areas:

Analysis of Existing Conditions of the Town of Enfield Facilities

- 27 buildings inspected covering over 1.1 million square feet
- 10 Town parking lots

Project Identification Process

- Inspections began in February
- Disciplines included architectural, HVAC, electrical, plumbing, site & code
- Focused on deferred maintenance capital needs
- Village Center was removed from scope
- Review and integration of Honeywell findings for HVAC needs

Identification of Almost 1,000 Individual Projects

Facilities and grounds are well maintained, but buildings are getting old.

On average, schools are more than 50 years old with original infrastructure.

- Significant exterior shell needs are driven by roof and window replacements
- HVAC systems and controls are beyond their expected life cycles
- Classroom casework is deteriorating

Several Town buildings also have infrastructure needs – roofs, windows, HVAC systems.

Deferred Maintenance

- Maintenance work that has been deferred beyond its normal repair cycle due to inadequate funding or the lack of a comprehensive deficiency identification process.

Mr. Phillips stated his belief the things that should be done within the next three years amount to almost \$63 million dollars. He noted the cost in the three to five year range amounts to \$28 million dollars and those items that can be deferred beyond that time amount to another \$10.5 million dollars.

He explained priority one is comprised of those items that have failed or are imminently failing and are currently effecting program or are safety issues or concerns. He noted those items coming due, but have a little bit of life are priority two. He stated priority three are those items to be considered later on.

Mr. Phillips provided some definitions and examples of major building components as follows:

- **Exterior Shell** - roofs, structural walls, windows, exterior doors, etc.
- **Interior Shell** – floors, walls, ceiling finishes, casework, etc.
- **HVAC** – boilers, HVAC systems, distribution systems, temperature control systems, fan coil units, and bathroom exhaust systems, etc.
- **Electrical**
- **Plumbing** – water service, sanitary and waste piping, sinks, toilets, water heaters, etc.
- **Grounds** – athletic fields, parking lots, walks and drives, landscaping, and other outdoor areas
- **Safety & Regulatory Compliance** – fire alarms, smoke & heat detection, sprinklers, fire separation, emergency egress, emergency lighting
- **Accessibility** – needs associated with the American Disabilities Act, including building access, circulation, restrooms, etc.

He then provided charts identifying needs by major maintenance systems and a comparative profile of identified needs in 20 buildings. He then provided a summary of identified needs by function.

Councilor Lee questioned whether the Town would be applying for whatever state match would be available, and Mr. Kennedy stated many projects would be candidates for state reimbursements. He noted those state reimbursements aren't factored into net costs.

Councilor Lee questioned whether the voter will have an understanding of what the reimbursement rate will be. Mr. Kennedy stated this presentation was to provide a very over-arching view of the needs that were identified through the study, and this was to give staff and the Town Council a snapshot in time that can be used for the next several years as the checklist or baseline study of where they need to go in terms of the Town/School infrastructure. He stated any financial analysis that would include state reimbursements for qualifying projects would be included for the referendum.

Councilor Arnone questioned how they looked at Fermi. Mr. Phillips stated they considered Fermi as though it was going to be a high school. He noted if Fermi is going to be kept as a school and they had to repair and upgrade it to current standards, there's approximately \$30 million dollars of maintenance required in that building. Councilor Arnone stated he would like a breakdown on this also. He noted Fermi will not be a high school, therefore, he doesn't know if there's a difference in remodeling under different kinds of uses. He questioned whether there might be any "wobble room" in savings.

Mr. Coppler stated they will need to have that discussion so they have direction in putting the referendum together. He noted the Board of Education needs to determine whether they want to keep control of the Fermi building.

Councilor Arnone questioned if there's a difference in price in addressing the three different standards of schools, i.e., elementary, middle and high school. Mr. Phillips responded probably not.

Councilor Arnone questioned if this information can be put on the Town's website, and Mr. Kennedy indicated he can put all or some of this on the website, depending on the direction they're going.

Councilor Hall stated if the Board of Education decided to retain Fermi as a school use, or the Town used it as a community center, how different would the numbers be. Mr. Phillip stated his belief the cost difference wouldn't be significant.

Mr. Coppler stated Fermi High School is the only school for which the Town doesn't owe the state money. He noted every other building has a run out into the late 2020's in terms of what's owed the state. He stated if they took a building out of the school inventory, they'd still owe money to the state. He noted one of the reasons the Stowe building is still in the Town's ownership is because money is owed to the state.

Councilor Hall questioned what is the payback to the state if the Town wished to change the use of a school building, i.e., the only renovation to JFK Middle School was the library. Mr. Coppler indicated he could provide that information.

Councilor Hall questioned why the costs are so high for the Enfield Head Start and Enfield Senior Center since they are relatively newer buildings. Mr. Phillips stated the senior center has a big roof project in Priority #3. He noted that roof leaked badly this past winter. He noted there's not a lot of high priority needs at Head Start, and areas needing attention have to do with lighting, paving and masonry work.

Mr. Coppler stated the full document details out everything.

Councilor Hall stated her understanding that Fermi would not be included in the referendum. She questioned if there's a way to have a place holder for that building depending on what the uses are. She noted it seems they're going out for a very large referendum, which is needed, and for which there will be some reimbursement, but then they'll go out again for a separate referendum for Fermi or JFK or whatever building they end up with. Mr. Coppler stated they don't have a good understanding of what the future use will be, but they should include those components that would definitely need to be done.

Councilor Szewczak stated there would be different reimbursements if Fermi was to stay a school versus it becoming a library/community center.

Councilor Deni stated with decreasing enrollment, is it possible an elementary school might be closed, and if so, would it behoove the Town not to do anything and pay the state off, or could they ask for a dispensation from the state. Mr. Coppler stated he will send a document to the Council that shows the payback for all the buildings. He added his belief none of the elementary schools owe more than a million dollars back to the state.

Chairman Kaupin questioned the next steps.

Mr. Coppler stated his belief they need to have a work session soon. He noted the question is how they shape the referendum. He noted he will start putting out some possible dates for this work session.

TOWN ATTORNEY REPORT & COMMUNICATIONS

Attorney Deneen stated he had no formal report this evening.

Councilor Mangini commended Attorney Deneen on his legal opinion regarding the provision of School Security Officers to non-public schools.

REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

Councilor Szewczak stated they are on schedule with the Fermi wing.

Councilor Lee stated the IT Subcommittee of the Council that's working with the Board of Education has a meeting planned after the first of July, and they anticipate having a

report back to the Council with some suggested changes to the MOU and some other findings before the end of the summer.

OLD BUSINESS

APPOINTMENTS (TOWN COUNCIL)

MOTION #3174 by Councilor Hall, seconded by Councilor Lee to remove Item #11 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3174** adopted 9-0-0.

NOMINATION #3175 by Councilor Mangini to appoint Jennifer Ryan (U) to the Cultural Arts Commission for a term which expires 5/31/16.

MOTION #3176 by Councilor Mangini, seconded by Councilor Deni to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3176** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Jennifer Ryan appointed to the Cultural Arts Commission by a 9-0-0 vote.

MOTION #3177 by Councilor Lee, seconded by Councilor Hall to remove Item #16 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3177** adopted 9-0-0.

NOMINATION #3178 by Councilor Arnone to appoint Sue Muldoon (D) to the Cultural Arts Commission for a term which expires 5/31/2016.

MOTION #3179 by Councilor Stokes, seconded by Councilor Lee to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3179** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Sue Muldoon appointed to the Cultural Arts Commission by a 9-0-0 vote.

MOTION #3180 by Councilor Lee, seconded by Councilor Mangini to remove Item #20 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3180** adopted 9-0-0.

NOMINATION #3181 by Councilor Mangini to reappoint Theresa Jedynak (D) to the Cultural Arts Commission for a term which expires 5/31/2017.

MOTION #3182 by Councilor Hall, seconded by Councilor Lee to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3182** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Theresa Jedynak reappointed to the Cultural Arts Commission by a 9-0-0 vote.

MOTION #3183 by Councilor Mangini, seconded by Councilor Arnone to remove Item #21 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3183** adopted 9-0-0.

NOMINATION #3184 by Councilor Arnone to reappoint Diane Carlone (D) to the Cultural Arts Commission for a term which expires 5/31/2017.

MOTION #3185 by Councilor Lee, seconded by Councilor Stokes to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3185** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Diane Carlone reappointed to the Cultural Arts Commission by a 9-0-0 vote.

MOTION #3186 by Councilor Lee, seconded by Councilor Arnone to remove Item #22 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3186** adopted 9-0-0.

NOMINATION #3187 by Councilor Lee to appoint Donna Hamre (U) to the Cultural Arts Commission for a term which expires 5/31/2017.

MOTION #3188 by Councilor Deni, seconded by Councilor Mangini to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3188** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Donna Hamre appointed to the Cultural Arts Commission by a 9-0-0 vote.

All other Old Business appointments remained tabled.

Items C, D and E remained on the table.

NEW BUSINESS

APPOINTMENTS (TOWN COUNCIL)

The appointment to the Inland Wetland and Watercourse Agency remained on the agenda.

NOMINATION #3189 by Councilor Hall to reappoint Linda DeGray (R) to the North Central District Health Department Board of Directors, Enfield Representative for a term which expire 6/30/2018.

MOTION #3190 by Councilor Hall, seconded by Councilor Mangini to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3190** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Linda DeGray reappointed to the North Central District Health Department Board of Directors, Enfield Representative by a 9-0-0 vote.

ITEMS FOR DISCUSSION

All items were moved to Miscellaneous.

MISCELLANEOUS

MOTION #3191 by Councilor Lee, seconded by Councilor Stokes to adopt the Consent Agenda.

\$500 Transfer Youth Services
\$6,102 Transfer Youth Services OPM Grant
\$4,000 Transfer Building Inspection
\$9,277 Transfer Town Attorney

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3191** adopted 9-0-0.

RESOLUTION #3192 by Councilor Mangini, seconded by Councilor Hall.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer, referred to as Attachment A, is hereby made:

CERTIFICATION: I hereby certify that the funds stated in Attachment A are available as of June 8, 2015.

/s/ A. Lynn Nenni, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3192** adopted 9-0-0.

RESOLUTION #3193 by Councilor Mangini, seconded by Councilor Deni.

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made:

FROM: Unallocated TO: Transfers Out

Contingency	10800092-584000	IT Transfers Out	10800092-593012
	\$79,900		\$79,900

FROM: IT Revenue TO: IT Fund

Transfer In (Town)	24040000-480001	Technology Services	24012100-533400
	\$79,900		\$100,785
Transfer In (BOE)	24040000-488500		
	\$20,885		

CERTIFICATION: I hereby certify that the above-stated funds are available as of June 8, 2015.

/s/ A. Lynn Nenni, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3193** adopted 9-0-0.

RESOLUTION #3194 by Councilor Mangini, seconded by Councilor Lee.

WHEREAS, Chapter III, Section 11 of the Town Charter states the Town Council shall annually designate an independent public accountant or firm to audit the books and accounts of the Town and

WHEREAS, on May 7, 2014 the Enfield Town Council designated Blum Shapiro and Company, P.C. to audit the Town's accounts for the fiscal year ending June 30, 2014 and

WHEREAS, the Director of Finance recommends the designation be extended to include the audit for the fiscal year ended June 30, 2015; said designation for the second year of a three year appointment

NOW, THEREFORE, BE IT RESOLVED, the Enfield Town Council does hereby designate the audit firm Blum, Shapiro and Company, P.C. to audit the Town's accounts for the fiscal year ending June 30, 2015, in accordance with the above recommendation.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3194** adopted 9-0-0.

RESOLUTION #3195 by Councilor Arnone, seconded by Councilor Hall.

RESOLVED, that the Town Council approves the Social Worker job description for the Department of Social Services.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3195** adopted 9-0-0.

RESOLUTION #3196 by Councilor Arnone, seconded by Councilor Deni.

RESOLVED, that the Mayor, Scott R. Kaupin is authorized to enter into and amend contractual instruments in the name and on behalf of the Town of Enfield with the Resolution Authorizing the Mayor to enter into agreement with North Central Workforce Development Area.

Councilor Mangini questioned whether this resolution is in conformance with the Town Charter, and Mr. Coppler responded yes.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3196** adopted 9-0-0.

RESOLUTION #3197 by Councilor Mangini, seconded by Councilor Hall.

WHEREAS, a public hearing was held on June 1, 2015 to allow interested citizens an opportunity to express their opinion regarding which programs shall be included on the Town of Enfield's Application under the provisions of the "Neighborhood Assistance Act" and

WHEREAS, a proposal was submitted for energy conservation improvements; and

WHEREAS, the proposal for energy conservation improvements for storm windows, new windows in addition, and insulation is acceptable to the Enfield Town Council within the guidelines for proposed programs under the "Neighborhood Assistance Act",

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Town of Enfield's 2015 proposed program application submitted to the State of Connecticut Department of Revenue under the provision of the "Neighborhood

Assistance Act” shall consist of the proposal identified in the preceding paragraph.

2. The Enfield Town Manager is hereby authorized to submit this application to the State Department of Revenue, and to approve any donations received as a result of this application.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3197** adopted 9-0-0.

RESOLUTION #3198 by Councilor Hall, seconded by Councilor Deni.

RESOLVED, that the Enfield Town Council does hereby cancel the Regular Meetings of the Council scheduled for July 20, 2015 and August 17, 2015.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3198** adopted 8-1-0, with Councilor Lee voting against the resolution.

RESOLUTION #3199 by Councilor Arnone, seconded by Councilor Hall.

RESOLVED, that the Town Manager, Matthew W. Coppler, is empowered to enter into and amend contractual instruments in the name and on behalf of the Town of Enfield with the State of Connecticut Department of Agriculture for the Farmland Preservation Program and the Community Farms Preservation Program and to affix the Corporate Seal.

Councilor Lee stated this is one of the good accomplishments for the Town and the Conservation Commission. He noted this has been part of the Plan of Conservation and Development for at least 20 years. He stated this makes a concerted local effort to secure some of the rural properties and local farms that define Enfield’s land character as being important. He noted this is a strong, first step. He commended the Conservation Commission for their help in getting to this point.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3199** adopted 9-0-0.

PUBLIC COMMUNICATIONS

There were no comments from the public.

COUNCILOR COMMUNICATIONS

There were no comments from the Town Council.

ADJOURNMENT

MOTION #3200 by Councilor Hall, seconded by Councilor Mangini to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3200** adopted 9-0-0, and the meeting stood adjourned at 8:50 p.m.

Appended to minutes of
June 15, 2015 Regular
Town Council Meeting
See Page 13

ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS
RESOLUTION NO. _____

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made.

TO:	Youth Services			
	Furniture & Fixtures	22040450	573300	\$500
FROM:	Youth Services			
	Miscellaneous Contributions/Donations	22044450	417050	\$500

CERTIFICATION: I hereby certify that the above-stated funds are available as of June 5, 2015.

A. Lynn Nenni, Director of Finance

APPROVED BY: _____ Town Manager Date: _____

ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS
OPM Grant
RESOLUTION NO. _____

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made.

TO:	Youth Services			
	Office and Policy Management Grant			
	Other Professional Services	22040452	533900	\$6102.00
FROM:	Youth Services			
	Office and Policy Management Grant			
	Travel	22040452	558000	\$ 625.00
	Technology Supplies/Material	22040452	561300	\$5000.00
	Other Supplies/Materials	22040452	561900	\$ 477.00

CERTIFICATION: I hereby certify that the above-stated funds are available as of June 5, 2015.

A. Lynn Nenni, Director of Finance

APPROVED BY: _____ Town Manager Date: _____

Appended to minutes of June 15, 2015 Regular
Town Council Meeting See Page 13

ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS
RESOLUTION NO. _____

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made.

TO:	Building Inspection		
	Overtime	10606800-514000	\$4,000.00
FROM:	Building Inspection		
	Other Professional Services	10606800-533900	\$3,000.00
	Land and Building Services	10606800-533500	\$1,000.00

CERTIFICATION: I hereby certify that the above-stated funds are available as of 27 May 2015.

A. Lynn Nenni, Director of Finance

APPROVED BY: _____ Town Manager Date: _____

ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS
RESOLUTION NO. _____

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made.

TO:	1300 Town Attorney		
	Full Time Salaries	10130000-511000	\$ 8,907.00
	FICA	10130000-522000	\$ 300.00
	Medicare	10130000-522100	\$ 70.00
FROM:	1300 Town Attorney		
	Professional Development	10130000-532200	\$ 1,144.75
	Equipment Repair	10130000-543200	\$ 100.00
	Printing & Repro	10130000-555000	\$ 10.00
	Copying & Reproduction	10130000-555100	\$ 7.11
	Travel	10130000-558000	\$ 461.18
	Technology Supplies	10130000-561300	\$ 97.96
FROM:	10800092 Contingency		
	Contingency	10800092-584000	\$ 7,456.00

CERTIFICATION: I hereby certify that the above-stated funds are available as of June 2015 A. Lynn Nenni, Director of Finance

APPROVED BY: _____ Town Manager Date: _____

Appended to minutes of June 15, 2015 Regular
Town Council Meeting See Page 13

TO: ATTACHMENT A			
Building & Grounds Overtime	10300340-514000	\$31,699	
Highway Overtime	10300370-514000	\$149,610	
Natural Gas	10300340-562100	\$80,000	
Electricity	10300340-562200	\$50,000	
Building & Grounds Salaries	10300340 511000	\$43,369	
Building & Grounds Overtime	10300340 514000	\$11,451	
Building & Grounds Social Security	10300340 522000	\$3,399	
Building & Grounds Medicare	10300340 522100	\$795	
Custodial Salaries	10300345 511000	\$78,249	
Custodial Overtime	10300345 514000	\$15,170	
Custodial Social Security	10300345 522000	\$5,792	
Custodial Medicare	10300345 522100	\$1,355	
Highway Salaries	10300370 511000	\$19,423	
Highway Overtime	10300370 514000	\$11,682	
Highway Social Security	10300370 522000	\$1,929	
Highway Medicare	10300370 522100	\$451	
Equipment Salaries	10300380 511000	\$17,349	
Equipment Overtime	10300380 514000	\$1,569	
Equipment Social Security	10300380 522000	\$1,173	
Equipment Medicare	10300380 522100	\$274	
RRM Salaries	10300390 511000	\$44,961	
RRM Overtime	10300390 514000	\$4,039	
RRM Social Security	10300390 522000	\$3,038	
RRM Medicare	10300390 522100	\$711	
			\$577,488
FROM:			
Appropriated Fund Balance (General Fund)	10040000-499000	\$181,309	
Custodial Part-Time Salaries	10300345-512000	\$61,250	
Custodial Medical Insurance	10300345-521000	\$35,900	
RRM Medical Insurance	10300390-521000	\$32,850	
Transfers to Collective Bargaining	10800092 593070	\$266,179	
			\$577,488

Appended to minutes of
June 15, 2015 Regular

**DRAFT
TOWN OF ENFIELD
JOB DESCRIPTION
DEPARTMENT OF SOCIAL SERVICES**

**35 Hours per week
Must be available to work flexible hours including early evenings**

TITLE: Social Worker

GENERAL STATEMENT OF DUTIES: Performs responsible and confidential clinical work at the advanced level involving comprehensive evaluations, child/adolescent, adult, and family treatment, individual case management and coordination of services for identified at-risk youth, adults, and families.

SUPERVISION RECEIVED: Works under the general direction of the assigned Division Head.

SUPERVISION EXERCISED: May be required to supervise staff in the absence of the Division Head. May directly oversee interns.

ESSENTIAL JOB FUNCTIONS: Provides comprehensive intake evaluations with clinical formulations and recommendations based on sound clinical principals and judgment. Provides child/adolescent, adult and family treatment based on sound clinical theories and principals. Coordinates services with school personnel, police, pediatricians, other mental health agencies and all pertinent family members; monitors child/adolescent for positive change at home, community, and school. Provides comprehensive risk/crisis evaluations and takes appropriate actions to keep client and others safe. Maintains flexibility in providing services in settings other than the office; i.e., home, school, health clinics, and other community settings; prepares for sessions, provides accurate documentation, and coordinates referrals to other services. May present educational talks to the community, schools, or police on various topics. Demonstrates working knowledge of community resources and works to help clients access them. Maintains, or works toward, professional licensure, and completes the required amount of clinical education hours.

OTHER JOB FUNCTIONS: May provide consultation and leadership to various community groups and social services, or their agencies; may provide supervision of interns; may assist in the implementation of grants; perform other duties as required.

PHYSICAL/MENTAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable

individuals with disabilities to perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to sit, talk and hear. The employee is occasionally required to climb, balance, stoop, kneel, crouch, reach with hands and arms, stand, walk, use hands to finger, handle, feel or operate objects, tools, or controls. Hand-eye coordination is necessary to operate computers and various pieces of office equipment. While performing the duties of this job the employee is occasionally required to lift and/or move up to 20 pounds. Specific vision abilities required by this job include: close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus. Must possess and consistently utilize proficient interpersonal skills. Must have ability to interpret, implement, evaluate, organize, consult, and focus. Must employ sound decision making skills. Must have the ability to deal with stressful situations, trauma, grief, and death.

WORK ENVIRONMENT: The work characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job. Work is routinely performed in an office, school, or community. The employee is occasionally exposed to communicable diseases. While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions. Must be able to perform tasks requiring independent knowledge. Must be able to concentrate on fine detail with constant interruptions, attend to task for 45-60 minutes at a time and remember multiple assignments given over long period of time. The noise level in the work environment is usually quiet in the office and moderate in the field.

MINIMUM QUALIFICATIONS: Master's degree from a recognized college or university in social work, marriage and family counseling or related field required, and two years of clinical experience. Professional licensure preferred. Must possess a valid driver's license.

Must have a broad knowledge of mental health treatment techniques. Clinical experience in child, adolescent, and family treatment, or adult treatment, depending on Division Assignment; ability to work independently and collaboratively with others, including a diverse community population; ability to maintain client confidentiality; considerable ability in oral and written communications; considerable ability to establish and maintain effective working relationship with co-workers, other service providers, and the general public. Must have computer skills.

Bilingual/Bicultural, Spanish/English skills helpful, but not required

This job description is not, nor is it intended to be, a complete statement of all duties, functions and responsibilities that comprise this position. Revised 6-15-2015